



# BLACK LAKE SPECIAL DISTRICT

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**Black Lake Special District Work Session  
Monday, August 6 • 6:00 pm • 2102 Carriage Drive Bldg E• Olympia**

1. Call to Order

2. Roll Call

3. Approval of Agenda

4. Public Communication

*(Estimated Time: 0-30 Minutes, Sign-up Sheets are provided)*

*During this portion of the meeting, citizens may address the Board for up to 3 minutes regarding items related to Special District business. In the event testimony exceeds 30 minutes, the Commission will allow for additional testimony to be taken at the end of the meeting for those who signed up at the beginning of the meeting and did not get an opportunity to speak during the allotted 30-minutes.*

5. Informational Materials

*Attachment:*

*July 16, 2018 Minutes*

*Attachment:*

*July Financials*

6. Warrant Requests

7. Old Business

- a. Future Alum Treatment Finance Committee
- b. Debris under Black Lake – Belmore bridge
- c. Herbicide treatment plan
- d. Kiosk signage
- e. Septic Letter

8. Continued Public Communication

*(If needed for those who signed up earlier and did not get an opportunity to speak during the allotted 30 minutes.)*

9. Adjournment of Public Meeting

**Next Meetings:**



# BLACK LAKE SPECIAL DISTRICT

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**Black Lake Special District Work Session  
Monday, July 16 • 6:00 pm • 2102 Carriage Drive Bldg E• Olympia**

## Action Items

- *Brian Wilmovsky will send Vern the core samples/findings from the initial evaluation from 2 years ago.*
- *Lake will send an email to public works regarding debris under Belmore Bridge- they have not responded to calls yet.*
- *Lake Stinzi will call Signorama and ask if they can make similar lake signs as to what he has from Long Lake.*

1. Call to Order – **Commissioner Stinzi called the meeting to order at 6:10 pm.**

2. Roll Call – Lake Stinzi, Brian Wilmovsky, Vern Bonfield, and Jason Mosebar (Guest), and Whitney Friddle (Staff)

3. Approval of Agenda – **It was moved, second, passed unanimously to approve the agenda as presented with the following edits to the June 4<sup>th</sup> Minutes.**

- a. *OS will update June 4<sup>th</sup> minutes, section 7 sub section d “Annual Meeting Recap” – Strike everything but the first sentence.*
- b. *OS will add Thurston County Commissioner Bud Blake was in attendance and needs to be noted.*

4. Public Communication

*(Estimated Time: 0-30 Minutes, Sign-up Sheets are provided)*

*During this portion of the meeting, citizens may address the Board for up to 3 minutes regarding items related to Special District business. In the event testimony exceeds 30 minutes, the Commission will allow for additional testimony to be taken at the end of the meeting for those who signed up at the beginning of the meeting and did not get an opportunity to speak during the allotted 30-minutes.*

5. Informational Materials

*Attachment: July 2, 2018 Minutes*  
*Attachment: June Financials*

6. Warrant Requests

*Attachment: Brian Wilmovsky Reimbursement*

7. Old Business

- a. Future Alum Treatment Finance Committee – Brian is in contact with Allen Crane. We have been approved for a 30-year loan with an annual debt service for 61K annually, which totals at 22 million dollars. Green Lake had incredible results with 1 million dollar budget. BLSD just finished year 2 in the current debt service. BLSD wants updated analysis and recommendations from Tetrattech to compare to the results that were provided two years ago. *Brian Wilmovsky will send Vern the core samples/findings from the initial evaluation from 2 years ago.*



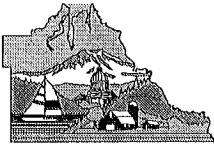
# BLACK LAKE SPECIAL DISTRICT

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- b. Debris under Black Lake – Belmore bridge – *Lake will send an email to public works, they have not responded to calls yet.*
  - c. Herbicide treatment plan – Brian reported. High Importance: Kyle emailed OS the language to use for the mailing to parcel owners. *OS will send 10 day notice to parcel owners of treatment. Whitney will text Brian when the notice has been sent.*
  - d. Kiosk signage – *Lake Stinzi will call Signorama and ask if they can make similar lake signs as to what he has from Long Lake.* Brian Wilmovsky made the request the distances for speed in comparison to other boaters/jet skiers and shore be included in the signs for added safety.
  - e. Septic Letter – 68 parcels have not had their septic pumped in 6 years. The commissioners read over the drafted letter notifying parcel owners that they have not pumped in 6 years. *OS will check the parcel owners with current addresses before sending the notice.*
8. Continued Public Communication  
*(If needed for those who signed up earlier and did not get an opportunity to speak during the allotted 30 minutes.)*
- a. *OrgSupport will connect Lake Stinzi with Rick Perry for some Graphic Design work for the Kiosk.*
  - b. Geese – Brian Wilmovsky and Jason have looked into hunting license for Geese, Jason has a group of people who are interested in hiring someone to come get rid of the geese. The limit is 4 a day for hunting. The discussion will continue!
  - c. Lily pad discussion – Do glysevate (Sp?) in late August to kill the lily pads in strips (brown, green, brown, green) then the good stuff holds the bad stuff in place until a harvester comes in to remove it all. Send a notice to the parcel owners letting them know they will have their lily pads removed. *OS will send out letter to homeowners (all) giving a notice of lily pad removal and an invite to call if they have questions. OS will send the commissioners a copy of the notice sent to us by Kyle before we send it out.*
9. Adjournment of Public Meeting – **Commissioner Stinzi adjourned the meeting at 6:59 pm.**

## Next Meetings:

- Regular Meeting, Monday, August 6, 2018, 6:00pm (OrgSupport Offices)  
Work Session Meeting, Monday, August 27, 2018, 6:00 pm (OrgSupport Offices)




THURSTON COUNTY

WASHINGTON

BUILT 1853

JEFF GADMAN  
TREASURER

2000 Lakeridge Drive SW, Olympia, Washington 98502-6080 • 360-786-5550 • FAX 360-754-4683

DATE: July 18, 2018  
TO: Lake Stintzi, Black Lake Special District  
FROM: Kathi Swarthout, Accountant   
RE: 2018 - Annual Administration Fee –

The Treasurer's annual administration fee for the 2018 collection year is coming due. The fee is 1% of the amount of the annual assessment. The total amount of the Black Lake Special District assessments for 2018 is \$156,267.39. The amount due for the 2018 administration fee is \$1,562.67.

**2018 Annual Administration Fee \$1,562.67**  
**Due August 24, 2018**

Please sign below to authorize the Treasurer to deduct this amount from your fund effective August 24, 2018.

If you have questions, please contact me at 360-786-5547.

I authorize Thurston County Treasurer to process the following JE

Org: 63540000  
Object: 237000  
Debit Amount: \$1,562.67

Signed \_\_\_\_\_

Credit:  
Org: 0104A453  
Object: 341420  
Credit Amount: \$1,562.67



# Invoice

Date	Invoice #
7/21/2018	9260

P.O. Box 30824  
 Bellingham WA 98228

Bill To
Black Lake Special District 120 State Avenue NE, Suite 303 Olympia WA 98501 United States

Terms	Due Date	PO #	Project	End Date	Shipping Code
					Ship Via

Item	Quantity	Description	Rate	Tax	Amount
Washington Service	1	Aquatic vegetation survey of Black Lake	2,650.00	Yes	2,650.00
			Subtotal		2,650.00
			Tax (Sales Tax 8.9%)		235.85
			Total		\$2,885.85



# BLACK LAKE SPECIAL DISTRICT

## BLACK LAKE SPECIAL DISTRICT

### Reimbursement & Expenditure Request

Today's Date 6/27/18

Itemize Expenditures Below

Description (Meeting Attended, Mileage, Food, Lodging, etc.)	Miles Traveled*	Date	Amount
Work Session		2/12/18	\$114
Work Session		3/5/18	\$114
Board Meeting		4/2/18	\$114
Work Session		4/23/18	\$114
Annual Meeting		5/07/18	\$114
Work Session		6/04/18	\$114

\*Administrative office will calculate amount for mileage reimbursement.

Total \$684

Receipts are required for reimbursement. Please attach to form.

Make check payable to: Brian Wilmovsky

Mailing address: 2627 Capital Mall Dr SW, B-3A, Olympia, WA 98502

Signature: 

Please return this form to the administrative office by the 1<sup>st</sup> of each month.



**OrgSupport**

120 State Avenue NE, #303  
Olympia, WA 98501

**Invoice**

Date	Invoice #
7/31/2018	2040

Bill To
Black Lake Special District 120 State Avenue NE, #303 Olympia, WA 98501

Description	Qty	Rate	Amount
Contract Services - August	1	2,500.00	2,500.00
Printing B&W	152	0.10	15.20
Printing Color	40	0.25	10.00
Stamps	3	0.50	1.50
Printing Professional Materials - Weed Treatment Postcards (VistaPrint)	1	353.93	353.93
<b>Total</b>			<b>\$2,880.63</b>



**Thurston County Treasurer**  
**June 2018 Statement**  
**Black Lake DD #12**  
**Fund 6354 - DD #12 BLACK LAKE**

### Cash Activity

Date	Description	Amount	Notes
<b>06/01/2018</b>	<b>Beginning Cash Balance</b>	<b>\$259,141.67</b>	
	<b>Receipts/Deposits/Refunds:</b>		
06/30/2018	Tax & Assessment Receipts	1,464.85	
06/30/2018	Interest Paid	144.24	
	<b>Total Deposits</b>	<b>\$1,609.09</b>	
	<b>Warrant Issues &amp; Voids/Fees/ACH/Wires:</b>		
06/13/2018	Issued Warrants	(4,391.63)	
	<b>Total Warrants and Electronic Disbursements</b>	<b>(\$4,391.63)</b>	
<b>06/30/2018</b>	<b>Ending Cash Balance</b>	<b>\$256,359.13</b>	

### Warrant Activity

<b>06/01/2018</b>	<b>Beginning Warrants Outstanding</b>	<b>\$27,983.00</b>
	Total Warrants Issued	4,391.63
	Total Warrants Redeemed	(31,387.63)
	Total Warrants Voided	-
<b>06/30/2018</b>	<b>Ending Warrants Outstanding</b>	<b>\$987.00</b>

### Investment Activity

<b>06/01/2018</b>	<b>Beginning Interest Receivable</b>	<b>\$581.81</b>
	Interest Earned	332.05
	Cash Paid	(144.24)
<b>06/30/2018</b>	<b>Ending Interest Receivable</b>	<b>\$769.62</b>

TCIP Yield (used to calculate interest earnings)	1.57%
LGIP Yield (budget benchmark)	1.78%



## Black Lake Special District Profit & Loss Budget vs. Actual

Cash Basis

January through July 2018

	Jan - Jul 18	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Rates & Charges	104,002.49	153,000.00	-48,997.51	68.0%
<b>Total Income</b>	104,002.49	153,000.00	-48,997.51	68.0%
<b>Expense</b>				
<b>Business Expenses</b>				
Treasurer Fees	0.00	1,530.00	-1,530.00	0.0%
<b>Total Business Expenses</b>	0.00	1,530.00	-1,530.00	0.0%
<b>Contract Services</b>				
Attorney Fees & Charges	0.00	2,000.00	-2,000.00	0.0%
Non-recurring Contract Services	27,908.00			
Recurring Contract Services	20,000.00	30,700.00	-10,700.00	65.1%
<b>Total Contract Services</b>	47,908.00	32,700.00	15,208.00	146.5%
Election Expenses	0.00	3,150.00	-3,150.00	0.0%
<b>Governing Expenses</b>				
Per Diem	1,671.00	4,320.00	-2,649.00	38.7%
<b>Total Governing Expenses</b>	1,671.00	4,320.00	-2,649.00	38.7%
<b>Lake Management</b>				
Control	0.00	50,000.00	-50,000.00	0.0%
Permitting Fees	0.00	500.00	-500.00	0.0%
<b>Total Lake Management</b>	0.00	50,500.00	-50,500.00	0.0%
<b>Operations</b>				
Postage, Mailing Service	419.96			
Printing and Copying	265.72			
Supplies	7.36			
<b>Total Operations</b>	693.04			
<b>Other Types of Expenses</b>				
Insurance	0.00	2,754.00	-2,754.00	0.0%
Other Expenses	153.76	64,640.00	-64,486.24	0.2%
<b>Total Other Types of Expenses</b>	153.76	67,394.00	-67,240.24	0.2%
<b>Total Expense</b>	50,425.80	159,594.00	-109,168.20	31.6%
<b>Net Ordinary Income</b>	53,576.69	-6,594.00	60,170.69	-812.5%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Interest Income	1,297.51			
<b>Total Other Income</b>	1,297.51			
<b>Net Other Income</b>	1,297.51	0.00	1,297.51	100.0%
<b>Net Income</b>	<b>54,874.20</b>	<b>-6,594.00</b>	<b>61,468.20</b>	<b>-832.2%</b>

**Black Lake Special District**  
**Statement of Financial Position**  
As of July 31, 2018

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	<u>Jul 31, 18</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Thurston County Treasurer	252,181.70
<b>Total Checking/Savings</b>	<u>252,181.70</u>
<b>Total Current Assets</b>	<u>252,181.70</u>
<b>TOTAL ASSETS</b>	<u><b>252,181.70</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	163,038.65
<b>Total Accounts Payable</b>	<u>163,038.65</u>
<b>Total Current Liabilities</b>	<u>163,038.65</u>
<b>Total Liabilities</b>	163,038.65
<b>Equity</b>	
Unrestricted Net Assets	34,268.85
Net Income	54,874.20
<b>Total Equity</b>	<u>89,143.05</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>252,181.70</b></u>

**Black Lake Special District**  
**Statement of Income and Expense**  
July 2018

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	<u>Jul 18</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Rates & Charges	503.08
<b>Total Income</b>	503.08
<b>Expense</b>	
<b>Contract Services</b>	
Recurring Contract Services	5,000.00
<b>Total Contract Services</b>	5,000.00
<b>Operations</b>	
Postage, Mailing Service	1.96
Printing and Copying	12.80
Supplies	0.06
<b>Total Operations</b>	14.82
<b>Other Types of Expenses</b>	
Other Expenses	53.76
<b>Total Other Types of Expenses</b>	53.76
<b>Total Expense</b>	5,068.58
<b>Net Ordinary Income</b>	-4,565.50
<b>Other Income/Expense</b>	
<b>Other Income</b>	
Interest Income	388.07
<b>Total Other Income</b>	388.07
<b>Net Other Income</b>	388.07
<b>Net Income</b>	<u><u>-4,177.43</u></u>